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DRAFT: CNM/odb
11 July 1960

MEMORANDUM FOR: Comptroller

FROM: Chief, Budget Division

SUBJECT: Source Material for Speeches on Office of the DD/S

It is suggested that the following items be considered for inclusion in the list of items to be submitted to the DD/S for possible coverage in speeches given by either the DD/S or the ADD/S:

a. Requirements for the submission of budgets and their consideration by the Bureau of the Budget is based on legislation. All agencies of the Government must comply with these requirements.

b. The budget function is a line function with determinations made at each level in the line. The Office of the Comptroller performs the Staff budget function required of the Director.

c. Availability of funds to the Agency is under the control of the President, the Bureau of the Budget performing the Staff function in this area for the President. Decisions made by the Bureau have the force and effect of decisions of the Office of the President and the Agency must abide by the decisions made therein. The Director can appeal however, if he chooses, directly to the President on decisions made by the Bureau.

d. Particularly in the formulation phase of the budget function, the need for submission of budget material promptly is of utmost importance since the failure to receive any part of the data makes it impossible to prepare recommendations to the Director or Agency budget submissions for consideration of the Bureau of the Budget or the Congress. Complete information must be available on the entire Agency before definitive action can be taken in any of these steps in the preparation of the budget.

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If you want to use any of these ideas, please develop them somewhat.